



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF CONSTRUCTION CODES

SHELLY EDGERTON  
DIRECTOR

STATE BOUNDARY COMMISSION

Meeting Location:  
Michigan Library & Historical Center, 1<sup>st</sup> Floor Lake Superior Room  
702 West Kalamazoo Street  
Lansing, MI 48915

**MINUTES**  
August 10, 2016

**LAPEER COUNTY**  
**DOCKET #15-AP-3**

**MEMBERS PRESENT**

Mr. David Doyle, Chairperson  
Ms. Pamela Jarvis, State Commissioner  
Mr. Mike Rice, State Commissioner

**MEMBERS ABSENT**

Mr. Ron Barnard, Local Commissioner  
Ms. Denis McCarthy, Local Commissioner

**DEPARTMENT PERSONNEL ATTENDING**

Mr. Keith Lambert, Deputy Director, Bureau of Construction Codes  
Ms. LeeAnn Allaire, Manager, Administrative Services Division, Bureau of Construction Codes  
Ms. Hillary Cushman, Analyst, Administrative Services Division, Bureau of Construction Codes  
Mr. Michael Barger, Manager, Office of Land Survey and Remonumentation, Bureau of Construction Codes  
Mrs. Angela Sanderson, Secretary, Office of Land Survey and Remonumentation, Bureau of Construction Codes  
Ms. Lakisha Thomas, Administrative Assistant, Administrative Services Division, Bureau of Construction Codes

**OTHERS IN ATTENDANCE**

None.

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1. **CALL TO ORDER AND DETERMINATION OF QUORUM**

Chairperson Doyle called the meeting to order at approximately 1:45 p.m. and read the Opening Statement. A quorum was determined present at that time.

2. **APPROVAL OF AGENDA**

A **MOTION** was made by Commissioner Jarvis and **SECONDED** by Commissioner Rice to approve the agenda **AS AMENDED** to reflect the separate agendas for Lapeer County and Washtenaw County. **MOTION CARRIED UNANIMOUSLY.**

3. **APPROVAL OF DRAFT MINUTES**

A **MOTION** was made by Commissioner Rice and **SECONDED** by Commissioner Jarvis to approve the draft minutes **AS AMENDED** to add the following under Item 4c, Voting to Approve the Petition: “**MOTION FOR APPROVAL** was **DENIED 3-1**; with Commissioners Jarvis, Rice, and Doyle voting “Nay” and Commissioner McCarthy voting “Yay” for Lapeer County from the June 8, 2016, meeting on Docket 15-AP-3. **MOTION CARRIED UNANIMOUSLY.**

4. **APPROVAL OF DRAFT SUMMARY OF PROCEEDINGS, FINDINGS AND CONCLUSIONS**

a. **Commissioners and Staff:**

Michael Barger reviewed the docket information with the Commission.

b. **Involved Parties:**

None.

c. **Commission Discussion:**

A **MOTION** was made by Commissioner Jarvis and **SECONDED** by Commissioner Rice to adopt the draft Summary of Proceedings, Findings and Conclusions to recommend that the Director of the Department of Licensing and Regulatory Affairs sign the Final Order to Deny Docket #15-AP-3, the proposed annexation of land in Lapeer Township to the City of Lapeer. **MOTION CARRIED UNANIMOUSLY.**

**5. Unfinished business**

None.

**6. New business**

Chairperson Doyle opened the discussion for docket preparation and for how the commission receives their materials for commission meetings.

Mr. Barger discussed the Bureau of Construction Code's (BCC) reorganization with the commission and informed them on how the bureau currently handles communication with other commission members. He asked them for their thoughts.

Commissioner Rice stated he just wants time to review minutes prior to the meeting.

Chairperson Doyle stated he would like the agenda posted to the web prior to the meeting.

Mr. Keith Lambert, BCC Director, referenced the Open Meetings Act and explained that the agendas and meeting minutes are to be seen openly in their entirety by the public, however as far as the information that is typically provided to the boards/commissions, it is meant to be an actionable item for decisions to be made and therefore does not need to be posted on the web ahead of time. He indicated that looking at the function of the 11 commissions/boards in the BCC, the State Boundary Commission (SBC) is the only one that has been provided with the agendas and minutes ahead of time. He explained that this reduces the amount of FOIA requests the Department receives.

Commissioner Jarvis stated she was not sure there was a meeting. She would like to have confirmation of the meeting.

Mr. Lambert indicated that the Bureau will begin communicating with the board/commission four weeks prior to each meeting.

Chairperson Doyle stated he likes the idea of getting rid of the paper as long as the information is available on the web.

It was decided, after some discussion, that going forward for future meetings of the SBC, the draft agenda and meeting minutes from prior meetings would be available electronically on BCC website, and the entire packet will be emailed to the members 10-14 days prior to each meeting.

Mr. Barger mentioned there is another docket coming up filed on June 30, 2016. He stated the commission will be discussing that docket at the October meeting.

7. **Public comment**

None.

8. **ADJOURNMENT**

A **MOTION** was made by Commissioner Jarvis and **SECONDED** by Commissioner Rice to adjourn the session on Lapeer County. **MOTION CARRIED UNANIMOUSLY.**

Meeting adjourned at approximately 2:10 p.m.